Google Chrome
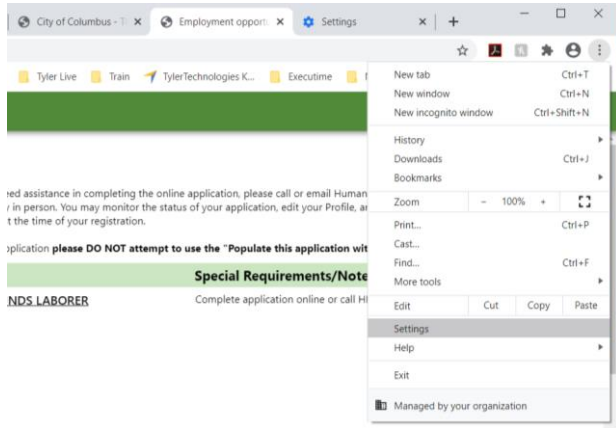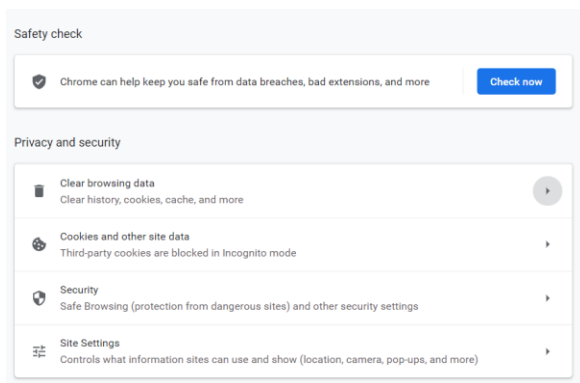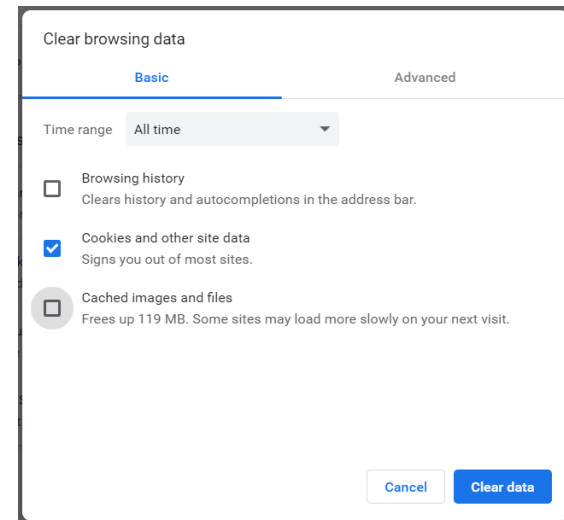
1) Click the options symbol, then click "Settings"

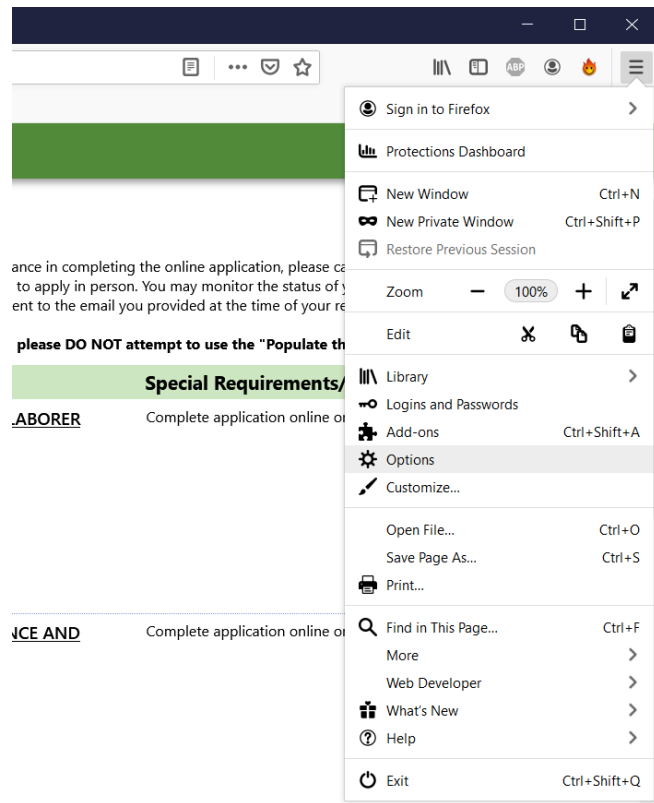2) In Privacy and Security, click 'Clear browsing data'

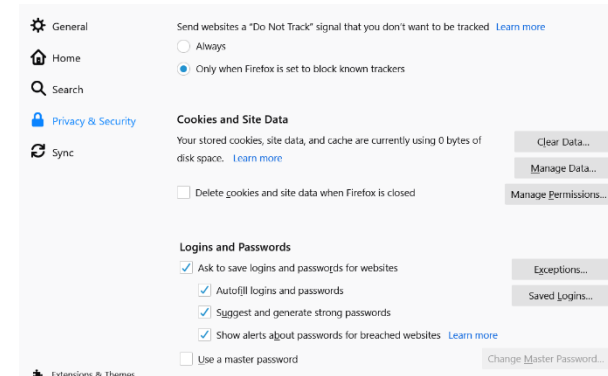3) Check 'Cookies and other site data' then click 'Clear Data'

Mozilla Firefox

1) Click the Options symbol then click on Options.

2) Click on the 'Privacy & Security' tab and scroll until you find the 'Cookies and Site Data' section
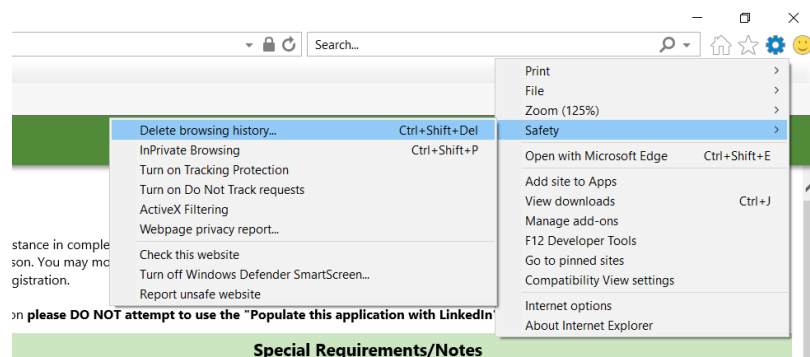

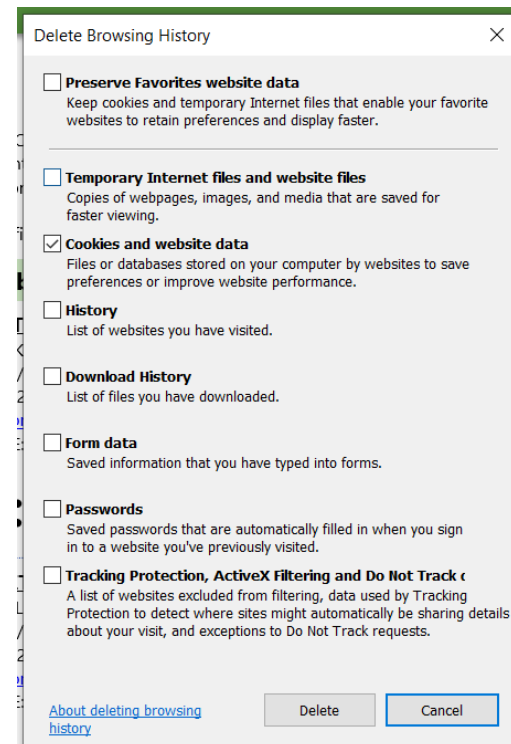3) Click 'Clear Data' and check 'Cookies and Site Data' then click 'Clear'

Internet Explorer

1) Click the gear symbol to access the options menu.

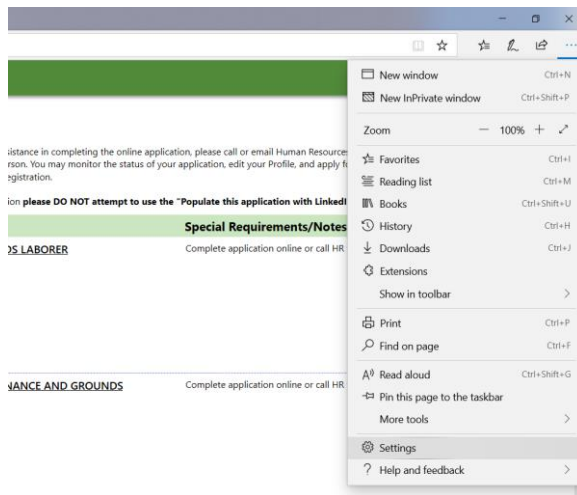2) Highlight your cursor over 'Safety' then 'Delete browsing history'

3) Check 'Cookies and website data' then click 'Delete'
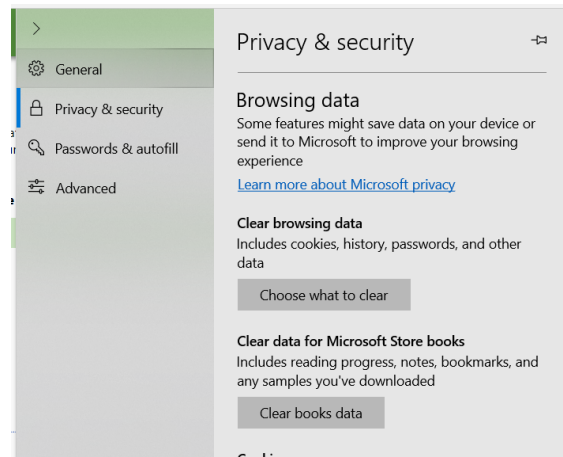
Microsoft Edge

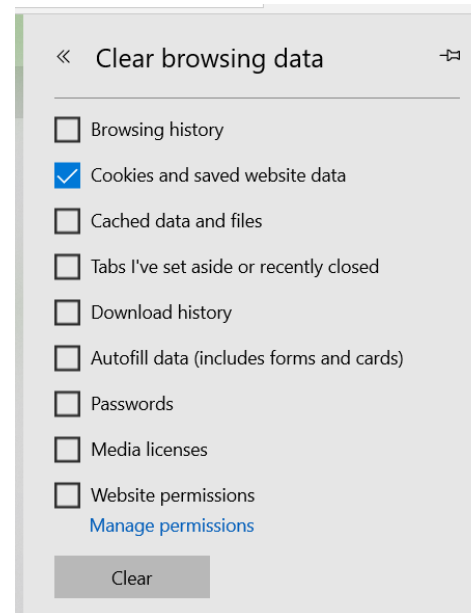1) Click the options symbol to open the menu then click on 'Settings'

2) Click on the Privacy and Security tab

3) Click 'Choose what to clear'

4) Check the 'Cookies and saved website data and click clear.

After Clearing Cookies

Exit your web browser.

Re-open your web browser and return to the Employment Opportunities webpage.

https://ess.columbus.in.gov/MSS/employmentopportunities/default.aspx

Click the "**Log in**" text in the upper right hand corner and enter your login information including the PIN you were provided when you began the application

When logged back in, click on the 'Employment Opportunities tab on the left and then click the "Unfinished Applications" tab to continue your application.